

Borough of Englewood Cliffs
Building Department
482 Hudson Terrace, Englewood Cliffs, NJ 07632
201-568-9262

REQUIREMENTS FOR DEMOLITION PERMITS Rev. 3/3/25

- BUILDING, ELECTRICAL APPLICATION FORMS FULLY COMPLETED.
- LETTER FROM P.S.E.&G.
- LETTER FROM WATER COMPANY
- LETTER FROM LICENSED ASBESTOS COMPANY
- LETTER FROM PEST CONTROL COMPANY
- INSTALLATION OF 6 FT. FENCE WITH SILT FENCING AROUND ENTIRE CONSTRUCTION SITE WHICH AT ALL TIMES DURING CONSTRUCTION BOTH TYPE OF FENCING MUST BE MAINTAINED PROPERLY - Street must be always kept clean of all debris and dirt.
- BOROUGH TREE ORDINANCE #24-04 –**ALL TREES TO TAGGED AND TO BE SHOWN ON SITE PLAN TO BE SUBMITTED FOR SITE INSPECTION AND APPROVALS.** Application to be completed and returned to the Building Department. Prior to the issuance of the building permitting a site inspection with the Borough Arborist is required.
- DUMPSTER PERMIT- Form to be completed and returned with \$100.00 fee payment.
- COMPLIANCE WITH ORDINANCE #9-20.1(b) regarding capping of Storm/Sanitary Sewer Line to be done during demolition. **MUST SUBMIT VIDEO ON USB OF EXISTING STORM/SEWER PIPING FROM CURB TO MAIN IN STREET PRIOR TO THE ISSUANCE OF BUILDING PERMIT FOR NEW CONSTRUCTION**
Contact D.P.W. (201) 568- 0242
- NOTICE TO ADJOINING OWNERS- Copy of each letter along with copies of proof of delivery (certified return receipt/green card). Letter to stipulate Protection of Adjoining Properties– Permission to enter onto property and notification of demo and reconstruction as per NJAC 5:23-2.34. *See attached samples of required correspondence to neighbors. *
- BERGEN COUNTY SEWER CONNECTION FORM- Form to be completed and returned to the Building Dept. Reply will be sent to applicant.
- BERGEN COUNTY SOIL CONSERVATION-As of 11/15/06 Contractors/owners must call 201-261-4407 and submit Eng. Site plans prior to issuance of Demo or Building Permit. They will then issue a Soil Erosion Certification.
- 1 WEEK PRIOR TO DEMO/ EXCAVATING YOU MUST OBTAIN A DIG # -
Call 1-800-272-1000 and submit this number to the building department.

- Soil Movement Permit - \$250.00 check made to Borough of Englewood Cliffs.
Ord.#9-22.2
- Submit Soil Percolation Test and Soil Log in the exact location of the proposed stormwater management facility to determine the surrounding soil's ability to absorb this additional runoff and the depth to groundwater and rock.

Borough of Englewood Cliffs

482 Hudson Terrace, Englewood Cliffs, NJ 07632

201-568-9262

Dear New Property Owner/Homeowner,

Welcome to Englewood Cliffs!

The borough is pleased to welcome you to our beautiful town. The pride that our homeowners have regarding their property is quite evident as you pass through the street of Englewood Cliffs. As a new property owner, we are sure that you appreciate the value that a well-groomed property adds to the overall value of your neighborhood. To preserve our property values, each resident is obligated to adhere to our Property Maintenance Ordinance 8925.

This ordinance stated that all property both vacant and improved shall be maintained free of debris, foliage, litter, and junk. This is equally applicable whether you are moving into the existing home or demolishing the home to build a new home.

Landscaping must be maintained neatly, and grass must be cut on a regular basis from the date of purchase. Tall grass and weeds are not only unattractive to your neighbors, but also create an attraction for rodents.

Failure to comply with our property maintenance ordinance will result in a lien being placed against your property tax bill should the Department of Public Works be forced to cut the grass and a summons will be issued for further noncompliance.

Thank you in advance for your cooperation.

Borough of Englewood Cliffs Building Department

**482 Hudson Terrace
Englewood Cliffs, NJ 07632
P -201-568-9262
F-201-227-7775**

CONSTRUCTION SITE SAFETY RULES & REGULATIONS

All Construction sites should be operated with safety in mind. Unattended sites need to be fenced and secure in compliance with the building department regulations. Safety issues of main concern are open pits and pooling of water.

A name and telephone number of the general contractor including after hours contact information is needed. This is necessary should a problem arise so that a person of authority can correct the situation.

NOTHING is to be placed on the roadway-such as sod, dirt, dumpsters, unattended trailers, rocks etc.

Vehicles should be properly parked and not interfering with visibility for traffic and pedestrians.

Construction vehicles that enter the street – must be properly registered; license plates should be visible on every vehicle. Trailers, bobcats, machinery, etc.

Construction site noise: All must abide by the Borough's noise ordinances vehicles should not be idling; machinery should not be running prior to the authorized work times listed in the ordinances. Main concern is the early morning back-up alarm while positioning equipment.

The streets must be left clean-no mud, dirt, or debris. High volume dust should be limited with the use of sprays to keep dust down from construction such as cutting pavers/stone and demolition.

Proper discharge of pumped water through appropriate filters must be done in compliance with regulations.

Whenever a hydrant is used there must be a water meter attached to this line.

No fire or open burning is allowed. i.e. barrel with burning materials.

NONE COMPLIANCE TO THE ABOVE COULD RESULT IN A STOP WORK ORDER BEING ISSUED BY THE BUILDING DEPARTMENT OR POLICE ENFORCEMENT.

Borough of Englewood Cliffs Building Department

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PROPERTY MAINTENANCE CODE SECTION 10-7.2e

When you rent or sell your houses, your application for Continued Certificate of Occupancy should be made at least **two weeks** prior to your closings. Please be advised that complaint with our Property Maintenance Code Section 10-7.2e, "no Certificate of Occupancy shall be issued for any building unless it complies with the provisions of the ordinance" regarding address:

A house or building number shall be:

1. In Arabic numerals or letters.
2. A minimum height of three inches unless the house or building is more than 50ft from the curb, then the letters must be six inches and clearly visible from the street of which the property fronts without obstructions.
3. Of a contrasting color to the background and arranged so as to be clearly visible day and night.
4. If the house or building is set back from the street in a location that the provisions of the ordinance cannot be complied with, then the owner/occupant must provide a post, rod or other type of fixture with the number affixed thereon conspicuously and visible from the street on which the property fronts.

Our community, keeping with safety and high standards, appreciates your cooperation.

If there are any questions or to acquire a copy of the Property Maintenance Ordinance, you may contact this department at the above number Monday through Friday between 9am – 4pm.

	MOTION	SECOND	YES	NO	ABSTAIN	RECUSE	ABSENT
AVERSA			✓				
E. PARK			✓				
OH			✓				
MCMORROW			✓				
M. PARK	✓		✓				
WOO		✓	✓				
MAYOR (TIE)							

**BOROUGH OF ENGLEWOOD CLIFFS
BERGEN COUNTY, NEW JERSEY**

RESOLUTION 17-73

**SETTING POLICY FOR TREATMENT OF ENCROACHMENTS OF
THE BOROUGH'S RIGHTS OF WAY, EASEMENTS AND
OTHER BOROUGH PROPERTIES AND INTERESTS IN REAL PROPERTY**

WHEREAS, the Borough of Englewood Cliffs owns and/or controls its Rights of Way along streets and sidewalks, easements located within private properties, and other Borough properties and interests in real property (collectively referred to herein as "Borough Property Rights");

Whereas, the Borough is desirous of setting forth a policy for consistent treatment of requests for encroachments or invasions of any kind of any of the Borough's Property Rights.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Englewood Cliffs, that the Borough sets this policy as follows:

1. The Borough shall not permit any encroachment or other invasion of any of the Borough Property Rights, including those previously held that may be removed, except as stated herein.
2. All requests for encroachment or invasions of any kind of the Borough's Property Rights or requests for continuation, expansion or change of such encroachments or invasions, shall be promptly transmitted to the Borough Attorney for review, investigation and recommendation to the Mayor and Council of the Borough for consideration at a Council Meeting;
3. The Mayor and the Council may adopt, modify or reject the Borough Attorney's recommendations by way of a duly-adopted Resolution;
4. If the Mayor and Council permit any such encroachment or invasion, it shall authorize the Borough Attorney to prepare an appropriate agreement and shall authorize the Mayor and Borough Clerk to execute same on behalf of the borough;
5. The agreement shall contain the following:
 - a. Provisions for indemnity and hold harmless of the Borough by the requestor;
 - b. Such conditions, limitations and restrictions as are necessary to protect all of the Borough's Property Rights;

- c. Requirement for payment by the requester of a fee for the recording fees, investigation charges and services to be rendered by the Borough Attorney in connection therewith, in an amount not below the minimum sum of \$500.00, which fee shall be payable by the requestor to the Borough after the adoption of a Resolution of approval and before the agreement is entered into; and
- d. All provisions deemed reasonably necessary by the Borough attorney.

6. Such agreement shall be recorded in the title records of the Bergen County Clerk's Office by the Borough against the real property of requestor.

APPROVED by above Vote at the Council Meeting of April 12, 2017.

BOROUGH OF ENGLEWOOD CLIFFS

Date signed: July 12, 2017

By:



Mayor Mario M. Kranjac

I certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council of the Borough of Englewood Cliffs on April 12, 2017.

Date signed: July 12, 2017



Lisette M. Duffy, RMC, Borough Clerk



BOROUGH OF ENGLEWOOD CLIFFS

482 HUDSON TERRACE
ENGLEWOOD CLIFFS, NJ. 07632
201-569-5252



Date: _____

Tax Collector/Tax Assessor Office

I am requesting a list of addresses for the properties within 200 sq. ft. from the address below.

Owner Name _____

Address _____

Block _____ Lot _____

Signature

If you would like the list emailed directly to you please give proper email address below:

Email Address: _____

Contact Phone Number: _____

18-3.7 List of Property Owners Furnished

Pursuant to the provisions of N.J.S.A. 40:55D-12c, the tax assessor of the borough shall within seven days after receipt of a request therefor and upon receipt of payment of a fee of \$10.00 make and certify a list from the current tax duplicate of names and addresses of owners to whom the applicant is required to give notice pursuant to subsection 18-3.6b

For Office Use Only

Fee Collected _____

Date _____

**SAMPLE LETTER TO NEIGHBORS WITHIN 200 FT RADIUS
OF PROPERTY TO BE DEMOLISHED/REBUILT**

Letters are to be sent certified, return receipt

To Whom It May Concern:

Re: insert address of property to be demolished

Please be advised that the said property owned by _____
will be demolished/constructed by the contractor on record with the
Englewood Cliffs Building Department.

Sincerely,

Written consent from owners of the adjoining properties must be obtained prior to entering properties. In those cases where owners refuse access, work shall not proceed unless access to the properties is granted by the courts

Your name
Address
City, state and Zip code

Date

To Whom It May Concern:

Re: insert address of property to be demolished/rebuilt

This notice is to request written permission to enter your property as it adjoins the property to be demolished/rebuilt. Permission is needed to enter the grounds only to determine the measures that must be taken to safeguard properties from damage.

Name of adjoining neighbor _____

Address _____

Permission granted _____
(signature)

Permission denied _____
(signature)

Date signed _____



(201) 568-9262

BOROUGH OF ENGLEWOOD CLIFFS

482 HUDSON TERRACE • ENGLEWOOD CLIFFS, NJ. 07632

CONSTRUCTION CODE OFFICIAL/ZONING OFFICER



FAX (201) 227-7775

Date: _____

Company: _____

Address: _____

Phone: _____

Name of Property Owner: _____

Worksite Address: _____

I will need no access to any neighbor property to complete the work for permit number _____.

Contractor Signature

Property Owner Signature

UCC 5:23-2.34 – Protection of adjoining properties.

5:23-2.34 Protection of adjoining properties

(a) Owners who undertake construction, rehabilitation, or demolition work at their properties shall protect adjoining properties from damage caused by the work.

(b) The owner intending to undertake the construction, rehabilitation, or demolition work that could potentially damage adjoining properties shall deliver written notice of such intent to the owners of the affected properties. The notice shall request written permission to enter the adjoining properties to determine the measures that must be taken to safeguard the properties from damage.

1. Written consent from the owners of the adjoining properties must be obtained prior to entering the properties.

2. In those cases where owners of adjoining properties refuse access, work shall not proceed unless access to the properties is granted by the courts.

(c) The measures to be taken to safeguard adjoining properties shall be submitted with the permit application for review and approval by the construction official.

(d) Upon approval of the measures to safeguard the adjoining properties, the owner intending to undertake the construction, rehabilitation, or demolition work shall provide a copy of the measures to the owners of adjoining properties and shall request written permission to implement the measures prior to the commencement of work.

i. Written consent from the owners of the adjoining properties to implement the measures to safeguard the properties must be obtained.

Repealed by R.1996 d.236, effective May 20, 1996 (operative January 1, 1997).

See: 27 N.J.R. 4050(a), 28 N.J.R. 2586(a).

Section was "Construction board of appeals".

New Rule, R.2008 d.39, effective March 3, 2008.

See: 39 N.J.R. 2175(a), 40 N.J.R. 1084(a).

Section was "Reserved".

BOROUGH OF ENGLEWOOD CLIFFS

482 Hudson Terrace

Englewood Cliffs, NJ 07632

Phone 201-568-9262 Fax 201-227-7775

DUMPSTER PERMIT FORM

**DUMPSTER NOT PERMITTED ON STREET
MUST BE PLACED ON PROPERTY**

**DUMPSTER PERMIT IS NOT AN APPROVAL FOR ANY
CONSTRUCTION OR DEMOLITION UNLESS
ACCOMPANIED BY UCC PERMIT**

Date of Application: _____

Type of Work: New Construction _____ Renovation _____
 Demolition _____ Roof _____ Siding _____

Permit Number: _____ Block _____ Lot _____

Worksite Address: _____

Owner Name: _____

Address: _____

Phone: _____

Contractor: _____

Address: _____

Phone: _____

of Dumpsters: _____ Size: _____

Estimated Date of Completion: _____

Applicant Signature: _____

NOTE: Any recyclable material, including, but not limited to: corrugated cardboard, vegetative waste, concrete, asphalt, clean wood, etc., must be delivered to an approved recycling center and/or transfer facility.

Check Number: _____

Date of Receipt: _____

Building Department Approval: _____

**BOROUGH OF ENGLEWOOD CLIFFS
BERGEN COUNTY, NEW JERSEY**

ORDINANCE NO. 14-07

AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER XX, ENTITLED "RECYCLING", SPECIFICALLY SECTION 20-18 ENTITLED "PERMITS FOR DEMOLITION, CONSTRUCTION OR RENOVATION" OF THE GENERAL ORDINANCES AND REVISED CODE OF THE BOROUGH OF ENGLEWOOD CLIFFS,

BE IT ORDAINED by the Mayor and Council of the Borough of Englewood Cliffs, County of Bergen, State of New Jersey that Chapter XX, entitled "Recycling", specifically Section 20-18 Entitled "Permits for Demolition, Construction or Renovation", is amended and supplemented herein as follows:

20-18 PERMITS FOR DEMOLITION, CONSTRUCTION, RENOVATION AND DUMPSTERS AND PODS

Provisions of Ordinance 92-01, as amended, are hereby incorporated herein such that prior to the demolition, construction or renovation of any structure pursuant to N.J.A.C. 5:23-2.17 or other applicable regulation, person, firm or entity making such application, shall obtain a permit from the Construction Official, which charges shall be as follows:

1. The Dumpster Permit fee for new construction shall be \$100.00 and will be valid for one year.
2. The Dumpster Permit fee for renovations or for any other purpose shall be \$100.00 and will be valid for six months.
3. The permit fee for Pods shall be \$100.00 and shall be valid for six months and non-renewable. Said pods shall be permitted to be placed only in the driveway.

These charges shall be paid by the person actually requesting the dumpster and/or pod to be placed on the property.

BE IT FURTHER ORDAINED that this Ordinance shall become effective upon adoption and publication in accordance with law; and,

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances inconsistent with or in conflict with this ordinance are hereby repealed as to said inconsistencies and conflict, and

BE IT FURTHER ORDAINED that should any part or provision of this Ordinance be held unconstitutional or invalid, such decision shall not affect the validity of this Ordinance as a whole or any part thereof, other than the part held so unconstitutional or invalid.

This ordinance shall take effect upon final adoption and publication according to law.

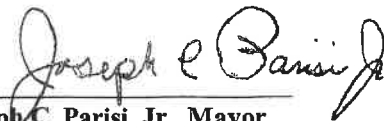
I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF AN ORDINANCE ADOPTED AT A MEETING OF THE MAYOR AND COUNCIL HELD ON JUNE 18, 2014.

ATTEST:



Lisette M. Duffy, Borough Clerk

By:


Joseph C. Parisi, Jr., Mayor

**BOROUGH OF ENGLEWOOD CLIFFS
BERGEN COUNTY, NEW JERSEY**

ORDINANCE 2024-06

AN ORDINANCE TO AMEND, REVISE, AND SUPPLEMENT CHAPTER 11 OF THE BOROUGH CODE, ENTITLED “SEWER AND WATER,” MOST NOTABLY, SECTION 11-1, ENTITLED “SEWER CONNECTION FEES” BY AMENDING THE SECTION ENTITLED “SEWER CONNECTION FEES.”

WHEREAS, the Borough of Englewood Cliffs (“Borough”) maintains Section 11-1 of its Ordinances titled “Sewer Connection Fees” (the “Ordinance”); and

WHEREAS, the Borough’s operation of its sanitary sewer system is governed by the Municipal and County Utilities Sewerage Act, N.J.S.A. 40A:26A-1 et seq. (the “Act”); and

WHEREAS, the Borough seeks to revise the Ordinance to ensure consistency with the Act.

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Englewood Cliffs, County of Bergen, State of New Jersey that Chapter 11 of the Borough Code of the Borough of Englewood Cliffs, entitled “Sewer and Water,” most notably Section 11-1.5, entitled “Connection Fees,” needs to be amended, revised, and supplemented by replacing all of the existing language in Section 11-1.5 with the following language:

SECTION 1. Chapter 11 of the Borough Code, titled “Sewer and Water” is hereby amended and supplemented as follows:

§ 11-1 Sewer Connection Fees

§ 11-1.5 Connection Fees.

~~If the installation sought to be connected is approved upon inspection as set forth in subsection 11-1.2, the plumbing inspector, who is hereby granted authority to issue the permits, shall grant the same upon the payment by the applicant of a fee in accordance with the following schedule for each sanitary sewer connection:~~

- ~~a. Single family residence \$125.~~
- ~~b. All other structures \$125 for the first inspection and \$75 for each subsequent inspection.~~

a. The connection fee imposed shall be for each individual EDU and the amount of the connection fee shall not exceed an amount computed in the following manner (which is in

accordance with N.J.S.A. 40A:62-78 Notes of Decision #6 and N.J.S.A. 40A:63-7 Notes of Decision #5) to represent a fair payment towards the cost of the system.

1. The amount representing all debt service, including but not limited to sinking funds, reserve funds, the principal and interest on bonds, and the amount of any loans and the interest therein, paid by the Borough to defray the capital cost of developing the system as of the end of the immediately preceding fiscal year of the Borough shall be added to all capital expenditures made by the Borough not funded by a bond ordinance or debt for the development of the system as of the end of the immediately preceding fiscal year of the Borough. However, this amount shall not include any debt associated with the Bergen County Utilities Authority.

2. Any gifts, contributions or subsidies to the Borough received from, and not reimbursed or reimbursable to any Federal, State, county or municipal government or agency or any private person, and that portion of amounts paid to the Borough by the public entity under a service agreement or service contract which is not repaid to the public entity by the Borough, shall then be subtracted.

3. The remainder shall be divided by the total number of service units served by the Borough at the end of the immediately preceding fiscal year of the Borough, and the results shall then be apportioned to each new connector according to the number of service units attributed to that connector. In attributing service units to each connector, the estimated average daily flow of sewage for the connector shall be divided by the average daily flow of sewage from the average single-family residence in the Borough's district, to produce the number of service units to be attributed. The service unit mentioned herein shall be otherwise known as an Equivalent Dwelling Unit (EDU).

b. The owner or such other person or entity authorized in writing by the owner to apply for and obtain a connection to the Borough's sewer system shall pay a connection fee to the Borough based upon the number of Equivalent Dwelling Units (EDUs) attributable to that connector.

c. Effective the date of this subsection, the connection fee to be paid to the Borough shall be six thousand eight hundred seven (\$6,807.00) dollars per Equivalent Dwelling Unit (EDU) including any proportionate fraction thereof. The connection fee to be hereinafter imposed shall be six thousand eight hundred seven (\$6,807.00) dollars per Equivalent Dwelling Unit (EDU) unless this amount is changed by an amendment to this subsection in accordance with law. The minimum connection fee per unit shall be based on one full EDU and shall be six thousand eight hundred seven (\$6,807.00) dollars. In order to determine the appropriate number of equivalent dwelling units per application for nonresidential users, the Projected Flow Criteria as defined in the New Jersey Administrative Code, section 7:14A-23.3, shall be utilized.

d. The following are sample calculations for determining connection fees for connecting to the Borough's sewer system:

1. Residential sample calculations - All residential single family dwelling units, including detached houses, each unit in multi-family dwellings, garden apartment

units, townhouse or condominium units, are deemed to be one Equivalent Dwelling Unit (EDU). For example:

(a) Single family detached house:

$$\begin{array}{r} \underline{1 \text{ EDU}} \\ \times \\ \underline{\underline{\$6,807.00}} \\ \text{EDU} \end{array} = \underline{\underline{\$6,807.00}}$$

(b) A multi-family dwelling with three units:

$$\begin{array}{r} \underline{3 \text{ EDU}} \\ \times \\ \underline{\underline{\$6,807.00}} \\ \text{EDU} \end{array} = \underline{\underline{\$20,421.00}}$$

(c) Two buildings of garden apartments, townhouses, or condominiums, with eight units per building:

$$\begin{array}{r} \underline{8 \text{ units}} \\ \underline{\underline{\text{building}}} \end{array} \times \underline{2 \text{ buildings}} \times \begin{array}{r} \underline{1 \text{ EDU}} \\ \underline{\underline{\text{unit}}} \end{array} \times \begin{array}{r} \underline{\underline{\$6,807.00}} \\ \underline{\underline{\text{EDU}}} \end{array} = \underline{\underline{\$108,912.00}}$$

2. Nonresidential sample calculations - In all non-residential uses, the Projected Flow Criteria as defined in the New Jersey Administrative Code, section 7:14A-23.3 shall be used in order to determine the anticipated gallons per day of wastewater flow which shall then be computed at the rate of six thousand eight hundred seven (\$6,807.00) dollars per 265 gallons of wastewater flow per day (1 EDU). For example:

(a) A 20,000 square foot office building or shopping center with a projected flow criteria of 0.1 gallons/sf/day:

$$\underline{20,000 \text{ sf}} \times \underline{0.1 \text{ g/sf/day}} \times \begin{array}{r} \underline{1 \text{ EDU}} \\ \underline{\underline{265 \text{ g/day}}} \end{array} \times \begin{array}{r} \underline{\underline{\$6,807.00}} \\ \underline{\underline{\text{EDU}}} \end{array} = \underline{\underline{\$51,372.43}}$$

(b) A fast food restaurant with 70 seats and a projected flow criteria of 15 gallons/seat/day:

$$\underline{70 \text{ seats}} \times \begin{array}{r} \underline{15 \text{ gal/day}} \\ \underline{\underline{\text{seat}}} \end{array} \times \begin{array}{r} \underline{1 \text{ EDU}} \\ \underline{\underline{265 \text{ g/day}}} \end{array} \times \begin{array}{r} \underline{\underline{\$6,807.00}} \\ \underline{\underline{\text{EDU}}} \end{array} = \underline{\underline{\$26,970.52}}$$

(c) In no event shall the minimum connection fee as outlined above for any nonresidential building be less than six thousand eight hundred seven (\$6,807.00) dollars.

e. The connection fee shall be due and payable upon the filing of an application for a sewer connection permit with the Borough on such forms and subject to such information, documentation, and data as may be required by the department of public works.

f. Any person may apply for a connection permit to the Borough's sewer system under the following terms and conditions:

1. The application for a connection permit shall be on a form as provided by the Borough Engineer.

2. The applicant must conform to all other regulations set forth in this section, and all other applicable ordinances of the Borough, and nothing herein shall be deemed to alter, change, or amend the various provisions of the Borough Ordinances nor other general laws of the State of New Jersey involving the use of public sewers.

3. No sewer connection permit shall be traded, sold, transferred, or otherwise entitle any person to connect, except for the specific lot and block, or unit or building number, for which said permit was issued. In the event of the sale of the lot, unit, subdivision and/or site plan for which a sewer connection permit has been issued, but not yet connected, the applicant shall notify the township and request an amended permit listing the new owner, and a revised permit shall be issued to the new owner of record.

4. A sewer connection permit may aggregate all of the proposed lots in a subdivision and/or units in a site plan, but the specific number of connections sold shall be set forth on said permit.

5. Payment of any sewer connection fee is expressly in addition to any other costs for constructing or installing any lateral, sewer extension, main or appurtenance to the sewer system, and inspection fees or other governmental charges required of the applicant in order to make said connection.

6. Subject to the right of the Borough to repurchase any sewer connection permit, the owner of any lot, parcel or tract of land on the Borough where construction or extension of public sewer is permitted by law, may purchase sewer connection permits for said lot, parcel or tract. The maximum number of permits which may be purchased shall not exceed the maximum number of residential Equivalent Dwelling Units (EDU's) or nonresidential Equivalent Dwelling Units (EDU's) which could be constructed on the lot, parcel or tract under the applicable density, zoning, use and performance standards and provisions of the said development ordinance. The number of sewer connection permits necessary to equal said maximum number of dwellings or units shall be calculated in accordance with the provisions of this subsection of this section, and in the event of a dispute as to said number, the director of public works shall determine the maximum number of sewer connection permits which may be purchased and said determination shall be final.

The issuance of said sewer connection permits does not in any way constitute approval to construct said units and the Borough by issuing said permits does not warrant or guarantee that the use proposed will in fact be approved, or that the applicant will receive approval to construct the number of units for which permits have been purchased, nor does the issuance of any permit

replace, alter, or supersede any approval, without limitation, otherwise required or which may in the future be required, for the construction, development of use of said lot, parcel or tract.

If not previously purchased in accordance with the provision above, it shall be a condition of minor or preliminary major subdivision and/or minor or preliminary major site plan, or any other approval required pursuant to the Borough's land use ordinance(s), for any use or development of land in the Borough that proposes or is required to construct or connect units or structures to the public sewer system including all other residential and nonresidential units which may not require land use approval pursuant to the provision of N.J.S.A. 40:55D-1 et seq. or any other applicable law and including single family residential dwelling units, that within 30 days of the date of said approval, if required, but in no event prior to the issuance of a building permit for the subject property as to all proposed uses, the applicant shall purchase the number of sewer connection permits to equal the number of residential Equivalent Dwelling Units or nonresidential Equivalent units for which approval has been granted.

At the time the Borough tenders said payment, the sewer connection permits repurchased shall be null, void and of no legal effect, and the Borough shall be free to sell new permits covering the capacity which has been reserved under the repurchased permits.

7. In no event shall a connection permit be issued unless and until payment in full for same has been received by the Borough.

g. Permit form. The sewer connection permit shall be on a form as established by the Borough, which shall contain the provisions of this section, consented to and signed by the applicant.

h. Prior sewer connection permits unaffected. The provisions of this subsection shall not affect the rights of any person to whom a sewer connection permit has been granted, prior to the effective date of this subsection. However, in the event capacity is being reserved for a lot or lots, but the sewer connection fee has not been paid and the sewer connection permit not issued, the owner shall pay the sewer connection fee for all said lots or units within 90 days of the effective date of this section, otherwise said capacity shall no longer be reserved for said development.

i. Reduction in fees for certain affordable housing projects. For affordable housing units created by public housing authorities, non-profit organizations building affordable housing projects and any other affordable housing units, including affordable housing units in inclusionary projects in accordance with N.J.S.A. 40A:26A-11.3:

1. The sewer connection fee shall be reduced by 50% for new connections to the sanitary sewer system.

2. For units previously connected to the sanitary sewer system that were demolished or refurbished to allow for new affordable housing units and for which a connection fee was previously paid, a credit against the connection fee shall be provided in an amount equal to the connection fee previously assessed and paid for the units previously connected to the system.

3. The assessment under this section for units for which a connection fee was previously paid, provided that the public housing authority, non-profit organization, or other affordable housing owner can establish the connection fee was previously assessed and paid for connection with the system. If such previous assessment and payment cannot be established, the reduced rate provided for in this section shall be assessed.

SECTION 2. Severability.

The provisions of this Ordinance shall be severable. In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to the portion of the Ordinance actually adjudged invalid and shall not be deemed to affect the operation of any other portion thereof, which shall remain in full force and effect.

SECTION 3. Repealer.

All ordinances and resolutions, and parts of ordinances and resolutions which are inconsistent with provisions of this ordinance shall be, and are hereby, repealed to the extent of any such inconsistency.

SECTION 4. Effective Date.

This ordinance shall take effect upon final adoption and publication in accordance with law.

Publication by Summary Pursuant to N.J.S.A.40:49-2

This Ordinance addresses sewer connection fees within the Borough of Englewood Cliffs.

**Borough of Englewood Cliffs
Building Department**

482 Hudson Terrace
Englewood Cliffs, NJ 07632
P -201-568-9262
F-201-227-7775

CHIPPING PERMIT

Ordinance No. 2008-10

Property Location: _____
Block: _____ Lot: _____

Applicant: _____
Address: _____

Phone: _____

Property Owner: _____
Address: _____

Phone: _____

Dates for Chipping: _____

Chipping shall be prohibited except during the following days and time:
Monday through Friday, 9:00 am – 4:00 pm

Chipping permits are limited to 10 business days.
The maximum penalty for any act or omission in violation of this ordinance
shall be no more than \$500.00 per violation per day.

Office Use Only

Permit Fee: _____

Check Number: _____

Date Rec'd: _____

Approved: _____

BOROUGH OF ENGLEWOOD CLIFFS
COUNTY OF BERGEN

ORDINANCE NO. 2008-10

AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER IX, ENTITLED "BUILDING AND HOUSING" OF THE GENERAL ORDINANCES AND REVISED CODE OF THE BOROUGH OF ENGLEWOOD CLIFFS

BE IT ORDAINED by the Mayor and Council of the Borough of Englewood Cliffs, County of Bergen, State of New Jersey that Chapter IX, entitled "Building and Housing" of the General Ordinances and Revised Code of the Borough of Englewood Cliffs, is amended and supplemented herein as follows pursuant to N.J.S.A. 21:1A-128, et seq. Explosives Act and N.J.A.C. 12:190-7.4.6 (Time of blasting operations)

Blasting

N.J.A.C. 12:190-7.6 Time of blasting operations

a. Blasting, except during normal unusual conditions and when approved by the Commissioner of Labor, shall be conducted only during daylight hours, but shall not be conducted before 8:00 A.M. or after 6:00 P.M. on the day of blasting. Prior to conducting any blasting operations, notification shall be made to the Police Department. Notifications shall include the specific location and intended time of blasting.

b. Blasting shall not be conducted on Sundays except as approved by the Fire Official. Blasting on State legal holidays shall not exceed 100 pounds of explosives in any single blast, except as approved by the Fire Official.

c. Loading of explosives into blast holes shall not be performed in other than daylight hours on the day of blasting, except as approved by the Fire Official.

d. Where loading of blast holes has occurred and blasting cannot be safely accomplished within the limits prescribed by (a) and (c) above, the blast holes shall be attended until the explosives have been disposed of, and the person conducting the blasting operations shall notify the appropriate officials of the Division of Workplace Standards.

N.J.A.C. 12:190-7.3 Notification

a. Any person intending to conduct a blasting operation shall notify the New Jersey Department of Labor, Division of Workplace Standards, Mine Safety Section in Trenton of such intention prior to conducting the blasting operation via phone followed by fax transmittal or in writing. Such notification must be received by the Division of Workplace Standards no later than 3:00 P.M. of the previous business day prior to conducting the blasting operation on forms specified by the Department of Labor. Illegible or incomplete notifications shall not be acceptable. Notifications shall include:

1. The contractor name and address;
2. The specific location of the blasting;
3. The intended time of the blast; and
4. The specific start and scheduled completion dates of the blasting operation.

b. All blasting operations that are continuous projects shall be required to submit a single notice of intention to blast. A continuous project means blasting consecutively every day.

c. Any person intending to initiate blasting operations shall notify the Fire Official having jurisdiction over the municipality in which the blasting operation is taking place, prior to conducting any blasting operations. Notification shall include:

1. The specific location of the blasting, and
2. The intended time of the blasting.

N.J.A.C. 12:190-7.4 Documentation at the blasting site.

Any person conducting blasting operations shall have at the blasting site a current permit to use explosives and evidence of insurance required by N.J.A.C. 12:190-7.5.

Blasting permits are to be obtained from the Fire Official pursuant to State law.

Penalties

The maximum penalty for any act or omission in violation of this section of the ordinance shall be Five Thousand (\$5,000.00) Dollars per violation per day. A violation of N.J.A.C. 50:70-3 or 4 shall subject the violator to a maximum penalty of Five Hundred (\$500.00) Dollars per violation per day pursuant to N.J.A.C. 5:70-2.12.

Chipping

a. Chipping shall be prohibited except during the following days and times:
Monday through Friday, 9:00 a.m. to 4:00 p.m.

b. Chipping permits, obtained through the Building Department, will be limited to 10 business days. Permit fee = \$50.00. The construction Official has the authority to limit the number of permits issued to a specific site.

Penalties

The maximum penalty for any act or omission in violation of this section of the ordinance shall be not be more than Five Hundred (\$500.00) Dollars per violation per day.

BE IT FURTHER ORDAINED that this Ordinance shall become effective upon adoption and publication in accordance with law; and,

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances inconsistent with or in conflict with this ordinance are hereby repealed as to said inconsistencies and conflict, and

BE IT FURTHER ORDAINED that should any part or provision of this Ordinance be held unconstitutional or invalid, such decision shall not affect the validity of this Ordinance as a whole or any part thereof, other than the part held so unconstitutional or invalid.

This ordinance shall take effect upon final adoption and publication according to law.



Bergen County
Utilities Authority

Connection Program Project Referral **BCUA REFERRAL#** _____

BCUA use only

In accordance with Article X Rules and Regulations, any person seeking to connect to the sewer or change the operation of an existing connection must complete this form. This form must be completed in its entirety and faxed to BCUA at (201)-807-8640. For assistance please contact, Nina Soto (201)-807-8677, Richard Andretta (201)-807-8642 or the Inspector listed below.

Municipality:	Contact:
Street Address:	Phone#: _____ Date: _____

I certify that the information provided below is accurate _____
Municipal Signature

1. Applicant Information (Please Print Neatly This is Where Your Approval Letter Will Be Mailed)

Name:	Contact:
Address:	
City:	State: _____ Zip Code: _____
Phone: _____ Fax: _____	E-mail: _____

2. Owner Information (If Different From #1) (Please Print Neatly)

Name:	Contact:
Address:	
City:	State: _____ Zip Code: _____
Phone: _____ Fax: _____	E-mail: _____

3. Project Information (Please Print Neatly)

Address:			
City:	Zip Code:	Block :	Lot:
Project Description:			

New Build Knockdown/Rebuild Renovation Addition

Residential

Category	Existing Bedrooms	Proposed Bedrooms
One family		
Multi-Family	Existing	Proposed
# of 1 Bedrooms		
# of 2 Bedrooms		
# of 3 Bedrooms		

Commercial

Category	Existing	Proposed
Retail/Office/Sq ft		
Restaurant/Seats		
School/Students		
Warehouse/Employees		
Misc.		

BCUA USE ONLY

Reviewed By: _____ BCUA Supervisor: _____

Action: _____

Inspector: Angelo D'Arminio 201-538-1039



BOROUGH OF ENGLEWOOD CLIFFS

482 HUDSON TERRACE, ENGLEWOOD CLIFFS, NJ. 07632



(201) 568-9262

CONSTRUCTION OFFICIAL/ZONING OFFICIAL

FAX (201) 227-7775

SUBMIT TO THE CONSTRUCTION DEPARTMENT AFTER COMPLETING FRONT AND BACK OF FORM

A. Applicant

Name of Applicant _____

Address _____

Phone _____ Email _____

B. Classification of Application (CHECK ONE)

Home Improvement. Any expansion or addition to an existing residence for which a certificate of occupancy has previously been issued, or for the construction of improvements such as, but not limited to, any garage, pond, patio, deck, driveway, sidewalk, or accessory building, on any residential lot(s) upon which there is an existing residence for which there exists a valid certificate of occupancy. The construction of a tennis court or a swimming pool shall not be considered a "home improvement."

Development. The expansion or construction of any structures on residential or non-residential property that does not qualify as a home improvement.

C. Location of Property

Address _____

D. Property Owner (IF different than Applicant)

Name of Property Owner _____

Address _____

Phone _____ Email _____

E. Soil Moving

Will you be moving any soil? YES / NO (Circle one)

If yes, purpose or reason for soil moving (*Proposed Site Plan and soil moving calculations MUST be attached. Certificate of Insurance naming the Borough as the additional insured MUST be attached.*) _____

Estimated Cubic Yards to be moved _____ C.Y.

Start Date _____ Expected Completion Date _____



BOROUGH OF ENGLEWOOD CLIFFS

482 HUDSON TERRACE, ENGLEWOOD CLIFFS, NJ. 07632



CONSTRUCTION OFFICIAL/ZONING OFFICIAL

(201) 568-9262

FAX (201) 227-7775

How will soil movement affect trees with a diameter of 6" or more, and what protection will be provided for such trees?

Location/Source of Soil to be brought to Site (Import/Adding) Please write the Full Address

Attach a certification from a certified laboratory as to the soil suitability OR the certification from an environmental consultant based upon the historical survey of the source site of the soil suitability.

Location/Destination of Soil (Export/Removal) Please write the full address

F. Person in Charge of Soil Operation

Name _____

Address _____

Phone _____ Email _____

Description of Equipment and Trucks to be Used

Number of Trucks to be Used _____ Size of Trucks (Tons/C.Y.) _____

G. TOTAL SOIL MOVING FEE AMOUNT: \$250.00 check made out to Borough of Englewood Cliffs

H. Consent of Property Owner

The undersigned hereby certifies that they are the owner of the aforementioned and hereby consents to this application.

Signature of Property Owner

Date

I. Certification of Applicant

The undersigned hereby certifies that the information provided herein is true and complete to the best of my knowledge.

Signature of Applicant

Date

An application for certification of a soil erosion and sediment control plan shall include the following items.

1. One copy of the complete subdivision, site plan or construction permit application, including key map as submitted to the municipality (Architectural drawings and building plans and specifications not required.) which includes the following:
 - a. Location of present and proposed drains and culverts with their discharge capacities and velocities and support computations and identification of conditions below outlets.
 - b. Delineation of any area subject to flooding from the 100-year storm in compliance with the Flood Plains Act (NJSA 58:16A) or applicable or applicable municipal zoning.
 - c. Delineating of streams, wetlands, pursuant to NJSA 13:9B and other significant natural features within the project area.
 - d. Soils and other natural resource information used. (Delineation of the project site on soil map is desirable.)
 - e. Land cover and use of area adjacent to the land disturbance.
 - f. All hydraulic and hydrologic data, describing existing and proposed watershed conditions and HEC1, HEC2, WSP2 and TR20 and other electronic input files, if used, of existing and proposed conditions and a completed copy of the Hydraulic and Hydrologic Data Base Summary Form, SSCC 251 HDF1.

2. Four copies of the soil erosion and sediment control plan at the same scale* as the site plan submitted to the municipality or other land use approval agency to include the following: (This information shall be detailed on the plat)
 - a. Proposed sequence of development including duration of each phase in the sequence.
 - b. Site grading plan showing delineation of land areas to be disturbed including proposed cut and fill areas together with existing and proposed profiles of these areas.
 - c. Contours at a two* foot interval, showing present and proposed ground elevation.
 - d. Locations of all streams and existing and proposed drains and culverts.
 - e. Stability analysis of areas below all points of stormwater discharge which demonstrates a stable condition will exist or there will be no degradation of the existing condition.
 - f. Location and detail of all proposed erosion and sediment control structures including profiles, cross sections, appropriate notes, and supporting computations.
 - g. Location and detail of all proposed nonstructural methods of soil stabilization including types and rates of lime, fertilizer, seed, and mulch to be applied.
 - h. Control measures for non-growing season stabilization of exposed areas where the establishment of vegetation is planned as the final control measure.
 - i. For residential development - control measures to apply to dwelling construction on individual lots and notation that such control measures shall apply to subsequent owners if title is conveyed. This notation shall be shown on the final plat.
 - j. Plans with a notation for maintenance of permanent soil erosion and sediment control measures and facilities during and after construction, also indicating who shall have responsibility for such maintenance.

3. Appropriate fees. (As adopted by the individual district.)

4. Additional items as may be required.

*Individual districts may require modifications in the above list.

BERGEN COUNTY SOIL
CONSERVATION DISTRICT
700 Kinderkamack Road, Suite 106
Oradell, NJ 07649
(201) 261-4407

Soil Erosion and Sediment Control Program

The Bergen County Soil Conservation District is responsible for reviewing and certifying Soil Erosion and Sediment Control Plans as mandated by the Soil Erosion and Sediment Control Act, Chapter 251, P. L. 1975.

What Projects Require a Certified Soil Erosion and Sediment Control Plan?

A Soil Erosion and Sediment Control Plan Certification is required prior to the start of any project that disturbs more than 5,000 square feet including:

- Projects requiring a **construction permit** except that the construction of a single family dwelling unit shall not be deemed a "project" unless such unit is part of a proposed subdivision, site plan, conditional use, zoning variance, planned development or construction permit application involving two or more single family dwelling units or demolition (see below).
- **Demolition** of one or more structures and any associated soil disturbance of more than 5000 square feet including the construction of one single-family dwelling or other project shall obtain a Soil Erosion and Sediment Control Plan Certification.
- Construction of a **parking lot**.
- Construction of a **public facility** such as any building; pipeline; highway; electricity, telephone or other transmission line; or any other structure to be constructed by a public utility, municipality, county or the State or any agency or instrumentality thereof.
- Operation of any **mining or quarrying activity**.
- **Clearing or grading** of any land for other than agricultural or horticultural purposes.

How to Apply for a Soil Erosion and Sediment Control Plan Certification

Applicants must submit the following:

Four (4) signed and sealed copies of the Soil Erosion and Sediment Control Plan and related detail sheets. One (1) signed and sealed copy of the entire site plan set.

One (1) signed and sealed copy of the project drainage report and supporting stability and erosion control calculations.

A fully completed Hydraulic and Hydrologic Data Base Summary Form for each stormwater management basin as applicable.

A fully completed application form with the project owner's signature.

A check payable to the Bergen County Soil Conservation District in the amount calculated from the appropriate section of the Bergen County SCD Fee Schedule.

How to Apply for an Exemption from the Soil Erosion and Sediment Control Act

Submit the following:

A check for \$65.00 payable to the Bergen County Soil Conservation District

A letter requesting an exemption and stating the reason the project is exempt. Include the project name, address, block and lot numbers, project owner's name and address

Projects Disturbing Less Than 5,000 Square Feet - one (1) signed and sealed copy of the project site plan showing a clearly delineated and labeled limit of disturbance line measuring an area of disturbance less than 5,000 square feet. The line must be on the plan prior to printing.

Single Family Dwellings - one (1) signed and sealed copy of the project site plan showing the construction of one single family dwelling that is not part of a proposed subdivision, site plan, conditional use, zoning variance, planned development or construction permit application involving two or more such single family dwelling units, and does not involve the demolition of one or more existing structures.

BERGEN COUNTY SOIL CONSERVATION DISTRICT
SOIL EROSION AND SEDIMENT CONTROL NOTES

1. All soil erosion and sediment control practices will be installed in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey (NJ Standards), and will be installed in proper sequence and maintained until permanent stabilization is established.
2. Any disturbed area that will be left exposed for more than thirty (30) days and not subject to construction traffic shall immediately receive a temporary seeding and mulching. If the season prohibits temporary seeding, the disturbed area will be mulched with salt hay or equivalent and bound in accordance with the NJ Standards (i.e. peg and twine, mulch netting, or liquid mulch binder).
3. Immediately following initial disturbance or rough grading, all critical areas subject to erosion will receive a temporary seeding in combination with straw mulch or a suitable equivalent, at a rate of 2 tons per acre, according to the NJ Standards.
4. Stabilization Specifications:
 - A. Temporary Seeding and Mulching:
 - Lime* - 90 lbs./1,000 sf ground limestone; *Fertilizer* - 11 lbs./1,000 sf, 10-20-10 or equivalent worked into the soil a minimum of 4".
 - Seed* - perennial ryegrass 40 lbs./acre (1 lb./1,000 sf) or other approved seeds; plant between March 1 and May 15 or between August 15 and October 1.
 - Mulch* - salt hay or small grain straw at a rate of 70 to 90 lbs./1,000 sf to be applied according to the NJ Standards. Mulch shall be secured by approved methods (i.e. peg and twine, mulch netting, or liquid mulch binder).
 - B. Permanent Seeding and Mulching:
 - Topsoil* - uniform application to a depth of 5" (unsettled).
 - Lime* - 90 lbs./1,000 sf ground limestone; *Fertilizer* - 11 lbs./1,000 sf, 10-20-10 or equivalent worked into the soil a minimum of 4".
 - Seed* - Turf type tall fescue (blend of 3 cultivars) 150 lbs./acre (3.5 lbs./1,000 sf) or other approved seeds; plant between March 1 and November 15.
 - Mulch* - salt hay or small grain straw at a rate of 70 to 90 lbs./1,000 sf to be applied according to the NJ Standards. Mulch shall be secured by approved methods (i.e. peg and twine, mulch netting, or liquid mulch binder).
5. The site shall at all times be graded and maintained such that all stormwater runoff is diverted to soil erosion and sediment control facilities.
6. Soil erosion and sediment control measures will be inspected and maintained on a regular basis, including after every storm event.
7. Stockpiles are not to be located within 50' of a floodplain, slope, roadway or drainage facility. The base of all stockpiles shall be contained by a haybale sediment barrier or silt fence.
8. A crushed stone, vehicle wheel-cleaning blanket will be installed wherever a construction access road intersects any paved roadway. Said blanket will be composed of 1" - 2½" crushed stone, 6" thick, will be at least 30' x 100' and should be underlain with a suitable synthetic sediment filter fabric and maintained.

(OVER)

9. Maximum side slopes of all exposed surfaces shall not exceed 3:1 unless otherwise approved by the District.
10. Driveways must be stabilized with 1" - 2½" crushed stone or subbase prior to individual lot construction.
11. All soil washed, dropped, spilled or tracked outside the limit of disturbance or onto public right-of-ways, will be removed immediately. Paved roadways must be kept clean at all times.
12. Catch basin inlets will be protected with an inlet filter designed in accordance with Section 30-1 of the NJ Standards.
13. Storm drainage outlets will be stabilized, as required, before the discharge points become operational.
14. Dewatering operations must discharge directly into a sediment control bag or other approved filter in accordance with Section 14-1 of the NJ Standards.
15. Dust shall be controlled via the application of water, calcium chloride or other approved method in accordance with Section 16-1 of the NJ Standards.
16. Trees to remain after construction are to be protected with a suitable fence installed at the drip line or beyond in accordance with Section 9-1 of the NJ Standards.
17. The project owner shall be responsible for any erosion or sedimentation that may occur below stormwater outfalls or off-site as a result of construction of the project.
18. Any revision to the certified Soil Erosion and Sediment Control Plan must be submitted to the District for review and approval prior to implementation in the field.
19. A copy of the certified Soil Erosion and Sediment Control Plan must be available at the project site throughout construction.
20. The Bergen County Soil Conservation District must be notified, **in writing**, at least 48 hours prior to any land disturbance: Bergen County SCD, 700 Kinderkamack Road, Suite 106, Oradell, NJ 07649. Tel: 201-261-4407; Fax 201-261-7573.
21. The Bergen County Soil Conservation District may request additional measures to minimize on or off-site erosion problems during construction.
22. The owner must obtain a District issued report of compliance prior to the issuance of any certificate of occupancy. **The District requires at least one week's notice to facilitate the scheduling of all report of compliance inspections.** All site work must be completed, including temporary/permanent stabilization of all exposed areas, prior to the issuance of a report of compliance by the District.



BERGEN COUNTY SOIL CONSERVATION DISTRICT

700 Kinderkamack Road
Suite 106
Oradell, New Jersey 07649
Telephone (201) 261-4407
Fax (201) 261-7573

Attention:

You are required to notify the Bergen County Soil Conservation District, *in writing*, at least **forty eight (48) hours** prior to the start of any land disturbing activity (e.g., clearing, grading, filling, soil stockpiling, demolition, etc.).

Failure to do so will result in the imposition of non-compliance fees.

Important: Demolition of existing structures is considered soil disturbance. Do not proceed with demolition until you have notified us in writing.

Ordinance # [24-04]

Tree Removal-Replacement Ordinance Borough of Englewood Cliffs

Trees play a critical, often overlooked, role in the water cycle and in the mitigation of stormwater runoff issues such as soil erosion, pollutant reduction, infiltration, quantity reduction, and thermal effects. This ordinance is intended to ensure that permittees are considering these undervalued assets in their stormwater management efforts.

SECTION I. Purpose:

An ordinance to establish requirements for tree removal and replacement in the Borough of Englewood Cliffs to reduce soil erosion and pollutant runoff, promote infiltration of rainwater into the soil, and protect the environment, public health, safety, and welfare.

SECTION II. Definitions:

A. "Applicant" means any "person", as defined below, who applies for approval to remove trees regulated under this ordinance.

B. "Critical Root Radius (CRR)" – means the zone around the base of a tree where the majority of the root system is found. This zone is calculated by multiplying the diameter at breast height (DBH) of the tree by 1.5 feet. For example: a tree with a 6" DBH would have a CRR = 6"x1.5' = 9'.

C. "Diameter at Breast Height (DBH)" means the diameter of the trunk of a mature tree generally measured at a point four and a half feet above ground level from the uphill side of the tree. For species of trees where the main trunk divides below the 4 ½ foot height, the DBH shall be measured at the highest point before any division.

D. "Hazard Tree" means a tree or limbs thereof that meet one or more of the criteria below. Trees that do not meet any of the criteria below and are proposed to be removed solely for development purposes are not hazard trees. [a certified ISA arborist or Licensed Tree Expert (LTE). will make all Hazard tree determination]

1. Has an infectious disease or insect infestation.
2. Is dead or dying.
3. Obstructs the view of traffic signs or the free passage of pedestrians or vehicles, where pruning attempts have not been effective.
4. Is causing obvious damage to structures (such as building foundations, sidewalks, etc.); or
5. Is determined to be a threat to public health, safety, and/or welfare by a certified ISA arborist or Licensed Tree Expert (LTE).

E. "Person" means any individual, resident, corporation, utility, company, partnership, firm, or association.

F. "Planting strip" means the part of a street right-of-way between the public right-of-way and the portion of the street reserved for vehicular traffic or between the abutting property line and the curb or traveled portion of the street, exclusive of any sidewalk.

G. "Resident" means an individual who resides on the residential property or contractor hired by the individual who resides on the residential property where a tree(s) regulated by this ordinance is removed or proposed to be removed.

H. "Street Tree" means a tree planted in the sidewalk, planting strip, and/or in the public right-of-way adjacent to (or specified distance from) the portion of the street reserved for vehicular traffic. This also includes trees planted in planting strips within the roadway right-of-way, i.e., islands, medians, pedestrian refuges.

I. "Tree" means a woody perennial plant, typically having a single stem or trunk growing to a considerable height and bearing lateral branches at some distance from the ground.

J. "Tree Caliper" means the diameter of the trunk of a young tree, measured six (6) inches from the soil line. For young trees, whose caliper exceeds four

(4) inches, the measurement is taken twelve (12) inches above the soil line.

K. "Tree removal" means to kill or to cause irreparable damage that leads to the decline and/or death of a tree. This includes, but is not limited to, excessive pruning, application of substances that are toxic to the tree, over-mulching or improper mulching, and improper grading and/or soil compaction within the critical root radius around the base of the tree that leads to the decline and/or death of a tree. Removal does not include responsible pruning and maintenance of a tree, or the application of treatments intended to manage invasive species.

SECTION III. Regulated Activities:

A. Application Process:

1. Any person planning to remove a street tree, as defined as Tree removal, with DBH of 2.5" or more or any non-street tree with DBH of 6" or more on their property shall submit a Tree Removal Application to the Building Department. No tree shall be removed until municipal officials have reviewed and approved the removal. A tree survey is required based on the size and scale of the project.

2. Applicants will be subject to an application fee as per the Table below.

B. Tree Replacement Requirements

1. Any person who removes one or more tree(s) with a DBH of 2.5" or more, unless exempt under Section IV, shall be subject to the requirements of the Tree Replacement Requirements Table below.

2. Any person, who removes one or more tree(s), as defined as Tree removal, with a DBH of 6" or more per half-acre, unless otherwise detailed under Section IV, shall be subject to the requirements of the Tree Replacement Requirements Table.

The Borough shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the Borough as may be necessary to ensure public safety, preserve or enhance the beauty or symmetry or public grounds, or effectuate the intent and purpose of this chapter. The Borough may remove or cause to be removed any tree or part thereof which is in an unsafe condition, or which may be injurious to sewers, electric lines, gas

lines, water lines, or other public improvements, or which is or may be infected with any fungus, insect, or pest.

The species type and diversity of replacement trees shall be in accordance with Appendix A.

Replacement tree(s) shall:

1. Be replaced in kind with a tree that has an equal or greater DBH than tree removed or meet the Tree Replacement Criteria in the table below;
2. Be planted within twelve (12) months of the date of removal of the original tree(s) or at an alternative date specified by Englewood Cliffs;
3. Be monitored by the applicant for a period of two (2) years to ensure their survival and shall be replaced as needed within twelve (12) months; and
4. Shall not be planted in temporary containers or pots, as these do not count towards tree replacement requirements.

Replacement trees are to be of the same species as the trees being removed or, in the alternative, may be another species native to the Borough. In the selection of replacement trees, the below characteristics should be considered:

- (a) Species longevity;
- (b) Hardiness;
- (c) Resistance to insect and disease attack and to pollution;
- (d) Aesthetic values (autumn coloration, type of flowers or fruit, form characteristics);
- (e) Low maintenance and care;
- (f) High wildlife values;
- (g) Size at maturity;
- (h) Effect of soil retention and erosion control; and
- (i) Value as a noise buffer.

Tree Replacement Requirements Table:

Category Tree Removed – Private

Tree Replacement Criteria

Upon the filing of an application for a tree removal permit, and prior to the issuance of a tree removal permit, the Borough's Construction Official or their designee shall inspect the property, which is the subject of the application, and in particular the tree(s) to be removed. The Construction Official or their designee shall issue a tree removal permit, provided one or more of the following criteria are met:

- (1) The tree is dead, diseased or in danger of falling.
- (2) The tree interferes with necessary utility service.
- (3) The tree creates an unsafe condition or poses a threat to public health and safety.
- (4) The tree conflicts with other municipal ordinances or regulations.

Tree Replacement Table (See Appendix A)

Application Fee: \$50.00

1. DBH of 2.5" (for street trees) or 6" (for non-street trees) to 12.99" - Replant 1 tree with a minimum tree caliper of 1.5" for each tree removed.
2. DBH of 13" to 22.99" - Replant 2 trees with minimum tree calipers of 1.5" for each tree removed.
3. DBH of 23" to 32.99" - Replant 3 trees with minimum tree calipers of 1.5" for each tree removed.
4. DBH of 33" or greater - Replant 4 trees with minimum tree calipers of 1.5" for each tree removed.

C. Replacement Alternatives:

1. If Englewood Cliffs determines that some or all required replacement trees cannot be planted on the property where the tree removal activity occurred, then the applicant shall do one of the following:
 - a. Plant replacement trees in a separate area(s) approved by the Englewood Cliffs.
 - b. Pay a fee of \$850 per tree removed. This fee shall be placed into a fund dedicated to tree planting and continued maintenance of the trees.

SECTION IV. Exemptions:

All persons shall comply with the tree replacement standard outlined above, except in the cases detailed below. Proper justification shall be provided, in writing, to the Englewood Cliffs by all persons claiming an exemption. Written statements from NJ licensed tree expert as per NJ Statue 45:15C-11 or arborist shall be required.

- A. Residents who remove less than four (4) trees per acre that fall into category 1, 2, or 3 of the Tree Replacement Requirements Table within a five-year period. The number of trees removed is a rolling count across a five-year period.
- B. Tree farms in active operation, nurseries, fruit orchards, and garden centers.
- C. Properties used for the practice of silviculture under an approved forest stewardship or woodland management plan that is active and on file with the Englewood Cliffs.
- D. Any trees removed as part of a municipal or state decommissioning plan. This exemption only includes trees planted as part of the construction and predetermined to be removed in the decommissioning plan.
- E. Any trees removed pursuant to a New Jersey Department of Environmental Protection (NJDEP) or U.S. Environmental Protection Agency (EPA) approved environmental clean-up, or NJDEP approved habitat enhancement plan.
- F. Approved game management practices, as recommended by the State of New Jersey Department of Environmental Protection, Division of Fish, Game and Wildlife;
- G. Hazard trees may be removed only with a written statement from NJ licensed tree expert as per NJ Statue 45:15C-11 or certified ISA arborist.

SECTION V. Enforcement:

- A. This ordinance shall be enforced by Englewood Cliffs Police Department and/or the Building Department of the Borough of Englewood Cliffs during ordinary enforcement duties.

B. The Borough's Construction Official or Police Department, or its designees, may order to be stopped any tree work or other activity which is carried on in violation of any provision of this chapter. The order shall be issued in writing and a copy served upon any person engaged in such tree work or such other activity. If no such person is present upon the property, then the order shall be served upon the owner of the property in question. Thereafter, any further work shall comply with the terms and conditions of any permit issued by the Borough with respect to such property and the provisions of this chapter.

C. Tree removal contractor.

(1) The property owner and/or the tree removal contractor of the property owner shall be responsible for applying for the tree removal permit. A tree removal contractor independently shall verify with the Building Department that a tree removal permit has been issued prior to the commencement of work.

SECTION VI. Violations and Penalties:

Any person(s) who is found to be in violation of the provisions of this ordinance shall be subject to a fine of \$ \$3000 per tree.

SECTION VIII. Severability:

Each section, subsection, sentence, clause, and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause, and phrase, and finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause or reason shall not affect any other portion of this Ordinance.

SECTION VIII. Effective Date:

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

**Approved list of Replacement Tree Species and Planting Standards for
Borough of Englewood Cliffs**

1. Tree Species Planting (See Appendix A)
2. Planting Season (October 1 to December 15)
3. Planting Procedure (see ANSI A300 Standards)

WHAT EVERY BUILDER SHOULD KNOW - Part 1

By Donald Willeke and Chris Siems
Urban Forestry News, Vol 16 Issue 1 2009

The roots are the most important part of a tree.

Tree roots must have oxygen in order to function. Covering roots with soil, paving, or water can deprive roots of vital oxygen supplies.

The key feeder roots of trees are in the top 6 – 12 inches of soil. The myth of “deep rooted trees” is just that: a myth. Even side transport roots from the “tap root” of an oak slant upward to get to oxygen and rain water. The majority of roots grow upward toward the surface, not downward.

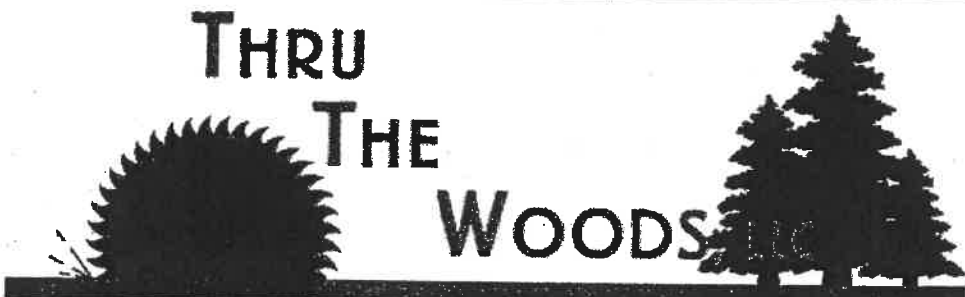
The feeder roots of trees are mostly in a large, shallow disc that is 2 – 4 times the area covered by the crown. In other words, tree roots extend far beyond the branches!

Grading dirt over the feeder roots of trees anywhere under their branches (and often beyond) suffocates the feeder roots and kills all or most of the crown in 1 – 3 years.

Grading soil away from the root zone of trees removes their feeder roots and does great injury to the crown within 1 – 3 years. It kills the nearly invisible hair roots.

If you can see roots of a tree which you have cut, you have already done considerable damage to the tree – it is like seeing a pulsing artery in a flesh cut on a human.

**THRU
THE
WOODS**



Sawmill & Woodworking

Recycle discarded municipal trees and divert them from the landfill.
Give New Jersey's beautiful trees a second life by turning them into
lumber for park benches, gazebos, railings, or for historic restorations,
The possibilities are endless!
Please contact us at:
609-668-5143 or www.thruthewoodssawmill.com



Know what's below. Call before you dig.

Dear Resident/Contractor,

You have recently applied for a permit to perform work that involves excavating on public or private property. This work may involve home improvements, drainage, grading, maintenance work, landscape improvements or any number of other activities. We understand that completing this work in a timely manner is important, but it is even more important that the work be done safely and in compliance with the law.

Over the years, people have been injured and property has been damaged as a result of accidental contact with underground facilities, specifically, gas and electric lines.

Public Service Electric & Gas Company employees as well as local emergency personnel have responded to numerous damages to underground facilities in your town and neighboring communities. Damage to underground facilities occurs for a variety of reasons. ***Excavators, builders, plumbers, landscapers and even homeowners have all been involved in incidents.*** Approximately 45% of all contacts with underground facilities occur because excavators have not called for a markout before they begin working. Another 20% of contact accidents occur when an accurately marked facility is struck by an excavator not exercising proper caution while digging.

Most contacts result in service interruptions but some cause property damage, injury, or even death. Those found responsible for damaging underground facilities are billed for the cost of repairs and are subject to fines levied by the New Jersey Board of Public Utilities for violation of the Underground Facilities Protection Act.

Requesting a markout so that you are in compliance with the law only takes a phone call. The call is free and the **NJ One Call Service** personnel will notify participating underground facility owners in your area, such as water, telephone, cable, gas and electric providers to markout their facilities. Please note that you must call at least three (3) business days before you plan to begin your excavation and plan to begin your work within 10 days of your call. The New Jersey Underground Facilities Protection Act is the law and it is designed to protect you.

Just Dial 811 from anywhere in New Jersey, or call 1-800-272-1000 for a free utility markout.

You can also access NJ One Call via the following websites

<http://www.pseq.com/customer/home/safety/dig.jsp> or <http://www.nj1call.org>

Call before you dig, uncover marked facilities by hand and always use extreme caution and care when excavating in the vicinity of any underground facilities.

Thanks For Your Help And Cooperation!



ALWAYS CALL 811 BEFORE YOU DIG!

WAIT THREE DAYS FOR THE MARKOUT TO BE COMPLETED

DO NOT MAKE ANY ASSUMPTIONS ABOUT THE DEPTH OF A MARKED UNDERGROUND UTILITY – LOCATE BY HAND BEFORE USING ANY MECHANIZED EQUIPMENT

BE EXTREMELY CAREFUL DIGGING AROUND GAS AND ELECTRIC FACILITIES

DO NOT ASSUME ANY EXPOSED PIPE, WIRE OR CABLE IS DEAD – CALL YOUR UTILITY COMPANY

UNDERSTAND WHAT THE MARKS, FLAGS OR STAKES MEAN (FACILITY, SIZE OFFSET DISTANCE, ETC)

consult <http://www.nj1-call.org> for additional information

RESPECT AND MAINTAIN THE MARKS FOR THE DURATION OF YOUR PROJECT

WARN LANDSCAPERS AND OTHER PARTIES NOT TO DISTURB THE MARKS

IF YOU EXPAND THE SIZE OF YOUR PROJECT CALL IN ANOTHER MARKOUT

LOOK FOR SIGNS OF UNMARKED FACILITIES

(MANHOLES, ELECTRIC AND TELEPHONE POLE DROPS, ROAD BOXES, CURB BOXES AND HAND HOLDS)

PLAN YOUR JOB TO AVOID DIGGING NEAR UNDERGROUND UTILITIES!

KEEP YOUR MARKOUT CURRENT – RE-CALL YOUR MARKOUT AFTER 45 BUSINESS DAYS (2 MONTHS) HAVE PASSED



DIG SAFE

